

**SAN BERNARDINO COUNTY
WORKFORCE INVESTMENT BOARD
YOUTH COUNCIL MEETING**

**Meeting Location:
215 North "D" Street, Suite 201
San Bernardino, CA 92415**

**MEETING MINUTES
Monday, September 20, 2004**

1. Call to Order/Pledge of Allegiance

The meeting was called to order at 4:15 P.M. by Chairman Curt Hagman followed with the Pledge of Allegiance and introductions of members and staff:

Stephanie Soto noted attendance. Present were:

Members

Curt Hagman, Chairman
Pat Caffery
Lawrence Calderon
Sandra Doyle
Effie Sharp
Jess Vizcaino
Phil Eckert
Bob Lemley
Phil Cothran

Staff

Beverly Wilson
Stephanie Soto
Keith Lee
Linda Foster
Sandy Harmsen

2. Provider Presentation

Luvina Beckley from the T.C.U. Community Partnership, Inc. gave a presentation on their WIA Youth Program.

3. Chairman's Update

- We have received an application from Tawny J. Soto to fill one of the vacant Youth positions. With the concurrence of the Youth Council, staff will forward her appointment to the full WIB.
- James Downs and Frank Williams have resigned their positions on the Youth Council. Staff will forward an item to the full WIB to accept their resignations and to post the vacancies per the Maddy Act.

4. Approval Item

On motion by Phil Eckert, seconded by Phil Cothran, the minutes of August 16, 2004 were approved as presented. Bob Lemley abstained from the vote.

5. Discussion Items (None)

6. County Report (Barbara Halsey)

The Irvine Foundation has expressed an interest in assisting the County and our Youth Provider network in some way. There is a group of our Youth Providers who are working on developing a proposal to submit to the Irvine Foundation for funding of capacity building and building a network for our Youth Providers to enhance their ability to deliver effective services throughout the community.

7. Informational Items

- Youth Council Vacancies – Copies of the Notice of Youth Council Vacancies were given to Youth Council and staff present. We currently have two vacancies for a Youth (between the ages of 14 years & 21 Years), and two vacancies for a parent of an eligible youth seeking assistance. Vacancy Notices are posted on the JESD Hot Topics web page (<http://www.sbcounty.gov/jesd/hottopics.htm>). Individuals interested in applying for a vacant position can contact the staff aide at 909-381-7922 or via e-mail at ssoto@jesd.sbcounty.gov.
- Sandy Harmsen reported 171 older youth (19-21 years old) were seen in our Employment Resource Centers (ERCs) during the month of August and from November 2004 to date we have seen 2,844 youth.
- Copies of the Youth Provider Enrollment Report PY 04/05 as of September 20, 2004 were provided to the meeting attendees. It was noted that 100% of the youth enrollments must be completed by the end of the first quarter of the contract (September 30, 2004) as stated in the Request for proposals (RFP) for Year Round Youth Programs PY 2004-2004 approved by the Board of Supervisors in February 2004 and as listed in Section IV (E.) Service Provider Scope of Work in the contracts signed by the Youth Providers. The department will continue to offer technical assistance as necessary to the providers to assist them in meeting the enrollment goals. A representative from Lutheran Social Services indicated the numbers of enrollments for her agency were incorrect. They have several enrollments pending. Linda Foster indicated that pending enrollments do not show up on the report. There was also a question regarding the number of participants Lutheran Social Services were to serve. Chairman Hagman indicated monies would be recaptured from the provider if 100% of the enrollments have not been made as per the contract by September 30, 2004. Staff will review the enrollments after that date and will notify the providers if the enrollment numbers have been met or not. The Youth Council directed staff to come back with recommendations in regards to monies recaptured.
- Program 2003/2004 Deobligations – This report will be presented at next month's meeting.

8. Public Comments

Teresa Taylor thanks staff for their assistance with the enrollment process.

9. Adjournment – (5:14 p.m.)

The next Youth Council meeting will be held Monday, October 18, 2004 at 4:00 p.m. at the WIB meeting room, 215 N. D Street, Suite 201, San Bernardino, CA.